

STATE OF HAWAII
DEPARTMENT OF HAWAIIAN HOME LANDS

The Department of Hawaiian Home Lands anticipates the need for Professional Services and Consultants for projects during the Fiscal Year 2017, including but not limited to the following **Categories** and Sub-Categories:

1. **ACCOUNTING**
2. **AGRICULTURAL EXTENSION**
 - a. Organic Farming Consultant
3. **ANIMAL SCIENCE**
4. **ANTHROPOLOGY**
5. **ARCHAEOLOGY**
6. **APPRAISERS**
 - a. Residential
 - b. Real Estate / Commercial
7. **ARCHIVIST**
 - a. Document Imaging and Archiving
8. **ATTORNEYS**
 - a. All disciplines
 - b. Hearings / Appeals Officers
9. **AUDITORS**
10. **BIOLOGISTS/BOTANISTS/ZOOLOGISTS**
11. **BOTANY**
12. **COMMUNITY PLANNING**
 - a. All disciplines
 - b. Island Plans
 - c. Regional Plans
 - d. Site Plans
 - e. Community Outreach
 - f. Policy Development and Implementation
 - g. Community Events Planning and Coordination
 - h. Community Facilitation Services
13. **COMPUTER SCIENCE**
 - a. All disciplines
 - b. Geographic Information Systems and Specialist
 - c. Database Management

14. **ECOLOGY**
15. **ECONOMIST**
16. **EDUCATION AND TRAINING**
 - a. Credit Counseling Services
 - b. Grant Training & Support
 - c. Policy Formulation Education & Training
 - d. Community Economic Development Training
 - e. Sustainable Living Education & Training
 - f. Home Repair and Maintenance Education
17. **EDUCATION RESEARCH**
 - a. Federal Liaison Program
18. **EDUCATION SERVICES**
 - a. Scholarship Awards Coordinator
19. **ENVIRONMENTAL ENGINEERING**
 - a. All disciplines
 - b. Environmental Assessments - Phase I & II
 - c. Environmental Impact Statements
20. **FISHERY BIOLOGY**
 - a. Fish Farming Consultant
21. **FORESTRY**
22. **HISTORY**
 - a. Hawaiian History and Culture Specialist
23. **HORTICULTURE**
24. **HYDROLOGISTS**
25. **LANDSCAPE ARCHITECTS**
26. **LAND SURVEYORS**
27. **OPERATIONAL RESEARCH**
 - a. Energy Efficiency
28. **SOCIAL WORK**
29. **SOIL CONSERVATION**
30. **SOIL SCIENCE**
31. **SURVEYORS**
 - a. Demographics and Data
32. **WORKFORCE RESEARCH & ANALYSIS**
 - a. Program Evaluation

SUBMITTAL REQUIREMENTS:

Individuals and firms interested in providing Professional Services for the above categories are invited to submit a Letter of Interest, Resume and a Current Statement of Qualifications to the Department of Hawaiian of Home Lands.

The Statement of Qualifications must include a description of the firm and related experience of the principles and staff members, including, but not limited to the following information:

1. The name of the firm or person, the principal place of business, and location of all of its offices;
2. The age of the firm and its average number of employees over the past year;
3. The education, training, and qualifications of key members of the firm;
4. The names, telephone numbers and email address of up to five clients who may be contacted, including at least two for whom services were rendered during the preceding year;
5. Any promotional or descriptive literature which the firm desires to submit; and
6. Certificate of Good Standing or Certificate of Vendor Compliance that reflects a "Compliant" status from the Hawaii Compliance Express (<http://vendors.ehawaii.gov/hce/>)
7. All Engineers are required to submit a CIP DPW Form 120 and provide a copy of the State of Hawaii, Professional license number(s) and expiration date(s) for each licensed person referenced in their submittal. Federal form 330 will not be accepted. (A copy of the CIP DPW form 120 may be downloaded from <http://www4.hawaii.gov/StateForms/ShowForm.cfm?ID=1>)

A submittal packet is required for each category of interest in order to be considered for multiple categories, you do not need to send a submittal packet for the sub-categories listed under the main category. The submittal packets are filed under the category.

All Submittal packets should include a Letter of Interest, Resume(s) and/or a current Statement of Qualifications and should be mailed or delivered to the Department of Hawaiian Home Lands in attention to the Fiscal Office, it must be received and date/time stamped no later than 4:00 p.m., Thursday, June 30, 2016. Submittal packets received after the specified date and time will be returned.

We do not accept email or facsimile transmissions in whole or in part, under any circumstances.

Mailing Address:

Department of Hawaiian Home Lands
Attn: Fiscal Office
P.O. Box 1879
Honolulu, Hawaii 96805

Delivery Address:

Department of Hawaiian Home Lands
Attn: Fiscal Office
91-5420 Kapolei Parkway
Kapolei, Hawaii 96707